

STATE OF INDIANA            )  
                                      ) SS: \_\_\_\_\_ COURT  
COUNTY                     ) CASE NO.

TO: \_\_\_\_\_  
\_\_\_\_\_

1. The INITIAL HEARING and such further proceedings as may be ordered by the Court, on that PETITION will be held in the \_\_\_\_\_ Court on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_ at \_\_\_\_\_ P.M.
2. At the INITIAL HEARING the Court will: a. Appoint a Guardian Ad Litem or Court Appointed Special Advocate for said child; b. Inform those present of: the nature of the allegations in the PETITION, and the dispositional alternatives available to the Court if the child is adjudicated a Child in Need of Services. The parent, guardian, or custodian of the child may be required to participate in a program of care, treatment, or rehabilitation for the child, and may be held financially responsible for any services provided for the parent, guardian, or child. The parent, guardian or custodian of the child may controvert any allegations made at the child's dispositional or other hearing concerning the parent's, guardian's, or custodian's participation, or may controvert any allegations concerning the parent's or guardian's financial responsibility for any services that would be provided.
3. You may hire your own attorney to represent you in this case.
4. The Court will ask you to admit or deny the allegations in the PETITION at the INITIAL HEARING.
5. If this SUMMONS is duly served upon you and you fail to appear for the INITIAL HEARING, a BODY ATTACHMENT (arrest order) may be issued to the Sheriff to have you brought before the Court and/or the Court may grant the Indiana Department of Child Services, \_\_\_\_\_ local office (DCS) the relief it has requested in said PETITION.

CLERK'S ISSUANCE DATE: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, CLERK  
BY: \_\_\_\_\_, DEPUTY

( ) Registered Mail,  
( ) Certified Mail,  
( ) By Sheriff as provided by law,  
( ) Other, as follows: \_\_\_\_\_.  
(If by mail, stamped addressed envelope with return receipt attached to be furnished by the attorney.)

### ACKNOWLEDGMENT OF SERVICE OF SUMMONS

I received a copy of the above Summons and the PETITION attached on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Signature of Person Summoned

**RETURN OF SUMMONS-CERTIFICATE OF MAILING (If Applicable)**

I hereby certify that on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, I mailed a copy of this SUMMONS together with a copy of said Petition to the person summoned by (registered or certified) mail requesting a return receipt signed by the addressee only addressed to the person summoned at: \_\_\_\_\_

\_\_\_\_\_.

Dated: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, CLERK

BY: \_\_\_\_\_, DEPUTY

**RETURN OF SERVICE OF SUMMONS AND NOTICE BY MAIL (If Applicable)**

I hereby certify that the foregoing SUMMONS with Return Receipt Requested, and copy of said PETITION herein was mailed on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, and that a copy of the Return Receipt was received on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, which copy is attached herewith.

Dated: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, CLERK

BY: \_\_\_\_\_, DEPUTY

**CERTIFICATE OF CLERK OF SUMMONS NOT ACCEPTED BY MAIL  
(If Applicable)**

I hereby certify that on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, a copy of said SUMMONS and a copy of said PETITION to the person summoned by (registered or certified) mail requesting a return receipt signed by the addressee only addressed to the person summoned at: \_\_\_\_\_, that address being the addressed furnished by the attorney for the Indiana Department of Child Services, \_\_\_\_\_ local office, and the same was returned without acceptance this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, and I did deliver said SUMMONS and copy of said PETITION to the Sheriff of \_\_\_\_\_ County, Indiana.

Dated: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, CLERK

BY: \_\_\_\_\_, DEPUTY

**RETURN BY SHERIFF OR OTHER PERSON OF SUMMONS AND NOTICE  
(If Applicable)**

I hereby certify that I have served the within SUMMONS:



By delivering on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, a copy of said SUMMONS and a copy of said PETITION to the person summoned at: \_\_\_\_\_, that address being the address furnished by said attorney.

Revised:

- ☐ By leaving on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, for the person summoned a copy of the SUMMONS and a copy of said PETITION at the respective dwelling house or usual place of abode: \_\_\_\_\_, that address being the address furnished by said attorney with \_\_\_\_\_, a person of suitable age and discretion residing therein.
- ☐ By \_\_\_\_\_ and by mailing a copy of the SUMMONS and a copy of said PETITION to the person summoned at his respective dwelling house or usual place of abode: \_\_\_\_\_ that being the last known address of the person summoned.
- ☐ This SUMMONS came to hand this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, and the person summoned was not found this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

SHERIFF OF \_\_\_\_\_ COUNTY, INDIANA

BY \_\_\_\_\_ DEPUTY